

**THE CITY OF**  
**DELTONA, FLORIDA**

*invites your interest in the  
position of*

**CITY MANAGER**

**THE COMMUNITY**

Home to over 86,000 residents, the City of Deltona is the most populous city in Volusia County, Florida. Often referred to as “Florida’s Bright Spot,” Deltona lies on the northern shore of Lake Monroe along the St. Johns River, approximately halfway between Orlando and Daytona Beach.

Originally established as Deltona Lakes, the City of Deltona was founded in 1962 as a master-planned retirement community developed by the Mackle Brothers. The rapid development of housing since its opening in 1962 led to a major population boom, eventually surpassing Daytona Beach as the largest municipality in Volusia County. This rapid development resulted into an almost entirely residential cityscape making Deltona City a “bedroom community” depending on surrounding communities for employment, shopping and entertainment.

The City of Deltona has a total area of approximately 46 square miles, of which 3.5 square miles is water, providing Deltona with over 100 lakes within the city limits. Deltona’s region boasts an enviable quality of life with year round sunshine and mild winters.

The City of Deltona is a full service City with a total FY 2014-15 budget of \$143 million, including \$59.3 million for operations; the City has 316 full time employees. The City owns and operates its water and wastewater facilities, provides fire and rescue services as well as Advanced Life Support (ALS) EMS services with five (5) fire station facilities and contracts with the Volusia County Sheriff’s Office for law enforcement services.

**THE GOVERNMENT**

The City of Deltona was incorporated in 1995 and is governed by a seven-member City Commission, consisting of a Mayor and six Commissioners each elected from and representing the district in which he or she resides, and with the Mayor elected from and representing the City at large regardless of the district in which he or she resides. The Commissioners are elected to four (4) year staggered terms and may not serve more than two successive terms in the same seat.

## **THE POSITION**

The City operates under a Commission/City Manager form of government and has two Charter Officers; the City Manager and the City Attorney. The Charter Officers serve at the pleasure of the City Commission and are appointed and can be removed by a supermajority of five (5) votes of the full Commission. The power and duties of the City Manager include but are not limited to the following:

- Provide administrative services as required by the Mayor and the Commission.
- Appoint a City Clerk.
- Appoint and suspend or remove any employee of the City.
- Direct and supervise the administration of all departments, offices, and agencies of the City, except as otherwise provided by the City Charter or by law.
- See that all laws, provisions of the City Charter, and acts of the Commission are faithfully executed.
- Prepare and submit the annual budget, budget message, and capital program to the Commission.
- Keep the Commission fully advised as to the financial condition and future needs of the City and make recommendations to the Commission concerning the affairs of the City.
- Submit to the Commission, and make available to the public, a complete report on finances and administrative activities of the City as of the end of each fiscal year.

Learn more by visiting the official site of the City of Deltona at:

[www.deltonafl.gov](http://www.deltonafl.gov)

## **OPPORTUNITIES**

Deltona is a city that embraces the future while respecting and honoring its past. It is a City with an active and involved citizenry that prizes opportunities to engage with City leadership. Deltona's residents express a desire for greater civic engagement avenues with the Mayor and Commission, as well as the City Manager.

The new City Manager will be expected to assist the Mayor and Commission in evaluating the impact of needed and desired economic development opportunities while addressing the transportation needs of 65% of Deltona's workforce that are employed and work outside Deltona's city limits.

## **THE IDEAL CANDIDATE**

The new City Manager of Deltona is required to possess a Bachelor's degree in Public or Business Administration or a related field with a Master's degree preferred. The ideal candidate will have three to five years of municipal management experience as a City Manager or Assistant City Manager, preferably in a city comparable in size or larger than Deltona.

The Mayor and Commission seek an open, straightforward, and transparent communicator who will transmit the qualities of leadership throughout the rest of the organization. The successful candidate will be a team builder and demonstrate the ability to ensure a customer-service focus in the organization, upholding accountability and providing clear direction while respecting staff and expecting excellence. It is imperative that the City Manager ensure that the City's bureaucracy be the solution, not the problem.

In evaluating applicants for this position the Mayor and Commission will be looking for the ideal candidate to have the following characteristics and competencies:

- The ideal candidate will have a demonstrated knowledge in finance, budgeting as well as investment experience.
- Must be results oriented.
- Must be politically astute without being politically involved.
- A demonstrated ability to successfully work with other legislative bodies, elected and appointed officials; Municipal, County, State, and Federal.
- Demonstrated knowledge and experience in public safety; Fire/Rescue and Law Enforcement.
- Will have knowledge of and experience in Labor negotiations.
- Experience with municipal utilities including water and wastewater.
- Have a solid grasp of strategic planning.
- A proven grasp of Economic Development.
- Will be technologically progressive.
- An up-beat, enthusiastic, hands on and outgoing individual.
- An established skill mobilizing City staff toward an outcome of driven results.
- A strong service attitude to the City of Deltona with a highly professional approach to problem solving.

A City Manager who is visible and active in the community will be valued, as will one who ensures that citizens' varied opinions and input are heard and respected. The chosen candidate will be an individual who is known for being accessible and responsive to the needs of internal and external stakeholders. The ideal candidate will demonstrate the ability to communicate with a broad variety of audiences in an effective and positive manner. Deltona's next City Manager will be an individual who demonstrates the highest level of integrity, marked by honesty and fairness. He/she will not only be a manager but a leader as well with a clear understanding of the difference. The ideal candidate will garner credibility and respect among the Mayor and Commission, City staff and committees, citizens, and the business community. The new City Manager must also demonstrate an understanding of the value of organizational diversity and a balanced strategy for minority inclusion.

### **RESIDENCY**

Within six (6) months of appointment, the new City Manager shall establish and maintain residency within the corporate limits of the City of Deltona. Upon request of the City Manager, this 6-month period may be extended by the City Commission for an additional 6-month period.

## **COMPENSATION AND BENEFITS**

While the starting salary is expected to be within a range of \$130,000 to \$150,000 annually, the City Commission is committed to a starting salary that will be market competitive, depending on the experience and qualifications of the selected individual. In addition, the City Commission expects to provide an excellent fringe benefit package to the successful candidate. Reasonable relocation expenses will also be provided to the successful candidate.

## **HOW TO APPLY**

For additional information on this outstanding opportunity, please contact W. D. Higginbotham, Jr., Senior Vice President, The Mercer Group, Inc. at 727-214-8673, [WDHiggin@mercergroupinc.com](mailto:WDHiggin@mercergroupinc.com)

**A letter of interest and resume should be sent electronically by the close of business, February 27, 2015 to:**

**W. D. Higginbotham, Jr.  
Senior Vice President  
The Mercer Group, Inc.  
Seminole, FL 33777**

**Email - [WDHiggin@mercergroupinc.com](mailto:WDHiggin@mercergroupinc.com)**

*Resumes are subject to the provisions of Florida Public Records Statutes*

*The City of Deltona, Florida, is an Equal Opportunity Employer. The City of Deltona does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, political ideas, or disability in employment or in the provision of services.*

**M The Mercer Group, Inc.**